

**Land Use
Meeting Notes
August 19, 2004**

Attendance John Batchelder, Tom Frazier, Brad Garmon, Dave Geiger, Richard Granse, Martha MacFarlane-Faes, Lorna McEwan, Gerald Rowe, Ken Wells and Jana Grover

Meeting Overview
(25 words or less) Final discussion on Action Item #1 and consensus discussion was conducted on Action Items #2/5 and #4. It was decided that a “Next Step” section is needed for the Action Items. A short list of items that can be accomplished was identified.

Meeting Notes

1. Final Discussion on Action Item #1 – Ken Wells reported for this subgroup. Group decided that it is necessary to have a “Next Step” section added to the Action Item. Also, a scope for this Action Item should be drafted.
2. Consensus Discussion of Action Item #2/5 – Dave Geiger reported on the progress of the subgroup. Terry Blackmore emailed some suggestions to Dave Geiger which were passed out to the Group. Group again decided that it is necessary to have a “Next Step” section added to the Action Item.
3. Consensus Discussion of Action Item #4 – Gerry Rowe reported on this Action Item. This Action Item will be formatted accordingly and discussed at the next meeting.
4. Agenda for next meeting was drafted.
5. A post critique of the meeting was conducted. General consensus was that the meeting was very productive and that a Flow Chart of the Action Items would be helpful.

Action Items

1. Ken Wells to put together a rough draft of a scope for Action Item #1.
2. Subgroup for Action Item #2/5 - complete so that Action Item can be discussed for consensus and finalization at next meeting.
3. Subgroup for Action Item #4 – complete/format so that Action Item can be discussed for consensus and finalization at next meeting.
4. Subgroup for Action Item #3 to make put together the “Next Step” for this Action Item.

Proposed Agenda Topics For Next Meeting

1. Action Item #2/5 – Finalization.
2. Action Item #4 - Finalization
3. Work on Flow Chart to connect Action Items.
4. Produce rough draft of Scope for Action Item #1.
5. Tool Kit for Action Item #3 – specifically 2, 6 and 7.
6. Draft agenda for next meeting.
7. Post critique of the meeting.

**Next Meeting
Dates**

1. Thursday, September 9, 2004
12:30 -4:30
Aeronautics Auditorium, 2700 Airport Services Drive, Lansing
2. Thursday, October 14, 2004
12:30 -4:30
Aeronautics Auditorium, 2700 Airport Services Drive, Lansing